



RESOURCE AND PATIENT MANAGEMENT SYSTEM

# **EHR - Women's Health Package Configuration and End User Training**

## **Announcement and Agenda**

October 19, 2012

**Office of Information Technology (OIT)**  
**Albuquerque, New Mexico - Albuquerque EHR Cohort (Pine Hill, Jemez, YDSP,**  
**Isleta, Denver) and Southern New England Cohort (Mashpee, Narragansett,**  
**Pequot)**

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## 1.0 General Information

### 1.1 Purpose of Training

Package optimization and set up of the Women's Health Package in preparation for Electronic Health Record (EHR). Students will receive instruction on the integration, configuration and optimization of the WH package.

**Participants will:**

- Learn how to configure and utilize the Women's Health Package
- Hands On Configuration

The training consists of lecture with PowerPoint presentations, demonstration of the tool, and hands-on exercises using individual computer terminals and a simulated training database.

### 1.2 Prerequisites

Professionals with a background in the Resource Patient Management System Electronic Health Record (RPMS-EHR) healthcare documentation. Each participant must have access to a computer with internet connection and a separate telephone line to dial into the web conferencing number. Participants must have access to their facility's RPMS EHR system or a training RPMS EHR system (roll and scroll, EHR GUI) as the Clinical Applications Coordinator (CAC) and/or Chief, MIS. Participants are strongly encouraged to connect using a computer that has two monitors attached.

### 1.3 Intended Audience

Physicians, Nurses, Dentists, Pharmacists, Registered Dietitians, Therapists, Clinical Application Coordinators, GPRA, IPC, and MU Coordinators, Case Managers, Medical Records, and Health Informaticists

### 1.4 Course Material and References

#### 1.4.1 At the IHS xxxx FTP Site

The following materials may be downloaded from the RPMS Training FTP site at <ftp://ftp.ihs.gov/pubs/RPMS/Training/ThisCourse/>:

- Course Agenda (this document)

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#### 1.4.2 At the IHS xxxx Website

- Document Title  
(<http://www.ihs.gov/xxxx/subdirectory/namespace/docName.pdf> )

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If a web link fails to open the document, browse to:  
[http://www.ihs.gov/xxxx/index.cfm?module=Applications&option=View&AC\\_ID=0](http://www.ihs.gov/xxxx/index.cfm?module=Applications&option=View&AC_ID=0) and select the **applicationName(namespace)** option to locate the newest version.

## **2.0 Learning Objectives**

1. Review Managers Functions:
  - a. File Maintenance
  - b. Site Parameters
  - c. Letter Setup
  - d. PCC Link Management
  - e. Managers Patient Management
2. Generate Management Reports:
  - a. Patients with Needs Past Due
  - b. Snap shots
  - c. Brief Introduction to General Retrieval
3. Utilize Patient Management:
  - a. Patient Case Data
  - b. Patient Profile
  - c. Procedures
  - d. Notifications

## 3.0 Detailed Agenda – Times 9:00 AM to 1:00 PM (MDT)

### 3.1 Day 1

Topic	Duration
<b>Welcome:</b> <ul style="list-style-type: none"> <li>• Introductions</li> <li>• Day One Learning Objectives and Agenda</li> <li>• Identify Participant Needs and Expectations</li> </ul>	30 min.
<b>Topic 1:</b> <ul style="list-style-type: none"> <li>• Review Managers Functions                             <ul style="list-style-type: none"> <li>• File Maintenance</li> <li>• Site Parameters</li> <li>• Letter Setup</li> <li>• PCC Link Management</li> <li>• Managers Patient Management</li> </ul> </li> </ul>	60 min.
<b>Topic 2</b> <ul style="list-style-type: none"> <li>• Generate Management Reports:                             <ul style="list-style-type: none"> <li>• Patients with Needs Past Due</li> <li>• Snap shots</li> <li>• Brief Introduction to General Retrieval</li> </ul> </li> </ul>	60 min.
<b>Break</b>	15 min.
<b>Topic 3</b> <ul style="list-style-type: none"> <li>• Utilize Patient Management:                             <ul style="list-style-type: none"> <li>• Patient Case Data</li> <li>• Patient Profile</li> <li>• Procedures</li> <li>• Notifications</li> </ul> </li> </ul>	60 min.
<b>Review, Questions, and Adjourn</b>	30 min.